INSTRUCTIONS: *Please respond to all questions.* ***An electronic copy of your responses in PDF format should be sent to the SFAC Committee via the Dean of Students Office, at*** dlyoung4@central.uh.edu ***by 1:00 p.m., Friday, October 18, 2024. It should be noted that only electronic submissions will be considered. Only those requests submitted by 1:00 p.m., October 18, 2024 will be guaranteed full consideration.***

1.   **Please provide a one-page executive summary of your questionnaire responses. This summary should include, in brief terms: your unit's mission, goals that support your mission, and a justification of your unit's student fee allocation in terms of benefits for students.**

Mission

The mission of the Justin Dart Jr. Student Accessibility Center or "Dart Center" is to equalize students who have disabilities with learning, discovery, engagement, encouraging self-advocacy, inclusion, and success.

Dart Center Goals

Collaboration and Outreach
- Foster a campus-wide and community commitment to accessibility.
- Engage students, departments, faculty, and staff in spreading awareness of disability-related challenges.
- Develop creative solutions through closer collaboration to enhance student wellbeing.

Support Services and Resources for Students
- Provide comprehensive accommodations for students with disabilities, both online and on-campus.
- Offer personalized support through Access Coordinators, ensuring students receive tailored accommodations, unique to a student's specific disability.
- Ensure communication access for Deaf or hard of hearing students.
- Facilitate alternative testing environments and assistive technology for all disabilities.

Educational Opportunities
- Conduct one-on-one orientations and educational trainings on various aspects of accessibility.
- Educate staff, faculty, students, and community organizations on disability-related topics.

Resource and Referral
- Empower students by connecting them with necessary services and external resources.
- Build positive relationships with campus and community stakeholders to support students.

Programming
- Advocate for disability awareness through educational events and programs.
- Support and participate in campus activities promoting wellbeing and mental health.
- These goals aim to create an inclusive and supportive environment for all students at the University of Houston.

Student Fee Allocation Benefit's

The Dart Center at the University of Houston ensures ADA compliance and supports students with disabilities through accommodations, assistive technology, and advocacy. Their services promote an inclusive campus experience, contributing to the university's tier one status and top 50 goal. The center

faces growing demand and seeks creative funding to maintain adequate staffing and resources. Key efforts include partnerships with faculty, enhancing accessibility, and building community relationships. The Dart Center appreciates the SFAC committee's support in making the university inclusive and accessible.

2. **Please discuss the means that you are utilizing to evaluate both your success in achieving the DSA strategic initiatives and/or action steps and their importance as compared to others that you might pursue. Where data exists, discuss any assessment measures and/or learning outcomes used to evaluate program success. Please provide the method for collecting this data.**

Dart Center DSA Strategic Initiatives Summary –

Goal 1 – Engagement and Student Success
- Increase the number of students with disabilities utilizing services.

Goal 2 – Resource Development
- Identify opportunities to improve efficiency and resource management.

Goal 3 – Strategic Partnership Development
- Expand outreach to key stakeholders.

Goal 4 – Division Cohesion, Signature Department Events, and Collaboration
- Participate of host at least 4 DSA events that support students.
- Promote Universal design.

Overall, this past year was a huge success for our team. The Dart Center saw increases in almost every core service provided. One of our primary focuses was all about students and working to continue the efforts in making our university the destination for students with disabilities. To help make our campus more accessible, we have been working to identify and establish **new access liaisons** in colleges and departments. This past year we added partnerships with housing, auxiliary services, and parking/transportation.

Additional highlight this past year include creation of the **"The Partners in Access Committee".** Partners in Access is primarily made up of faculty across the university. This was a critical new partnership as it has allowed the Dart Center to build strong relationships with faculty and improve communication. Students will ultimately benefit from this effort in having more faculty knowledgeable about accommodations and increase awareness of disability related issues. Another tool for faculty to have in serving students was the creation of the Faculty AIM guide and Resource Center. **Universal Design**, course accessibility, and canvas content was also made available. As a result of our efforts, we have seen through the data that student **GPA's have improved each semester**, demonstrating a positive impact academically. True access is something we feel is not only a Dart responsibility but something we work to have the entire University embrace. Below is some additional data that highlights our efforts.

Source of Data

AIM or Access Information Management Database –
The Dart Center utilizes and relies on technology to streamline the facilitation of accommodation implementation. From application to registration with our center, everything is done through AIM. In addition to applying students can also submit disability documentation, schedule an appointment, and schedule their exam to be taken at Dart. The system keeps real-time data on our core services and helps us better understand the needs of students.

The past 3 years the Dart Center has seen consistent growth, and in many areas the need has been really challenging given the increase in number of students being served.
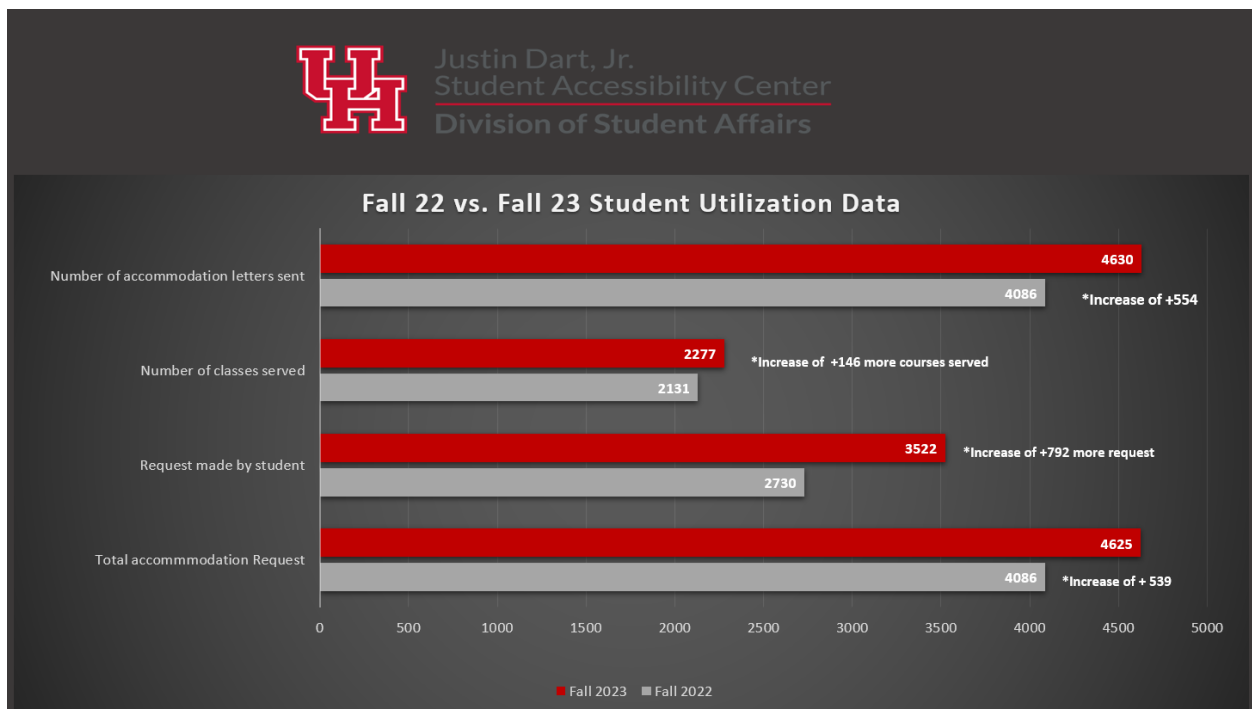
Results and Data

Fall 2023 the Dart Center had the following: (data obtained through the AIM database and staff reporting) - this data shows a breakdown of utilization for accommodation services, identities of students and how these services impact students with disabilities at the University of Houston.

*Below is a comparative break down of the utilization of the Dart Centers recently implemented AIM database that started in Fall 2022 and Fall 2023. The data below shows a significant increase between Fall 22 and Fall 23 in the number of accommodation letters sent to faculty, classes served, request made by students, and overall accommodation request made by students. (data obtained through AIM database reports)

- Students are using AIM more effectively.
- The Dart Center is serving more courses
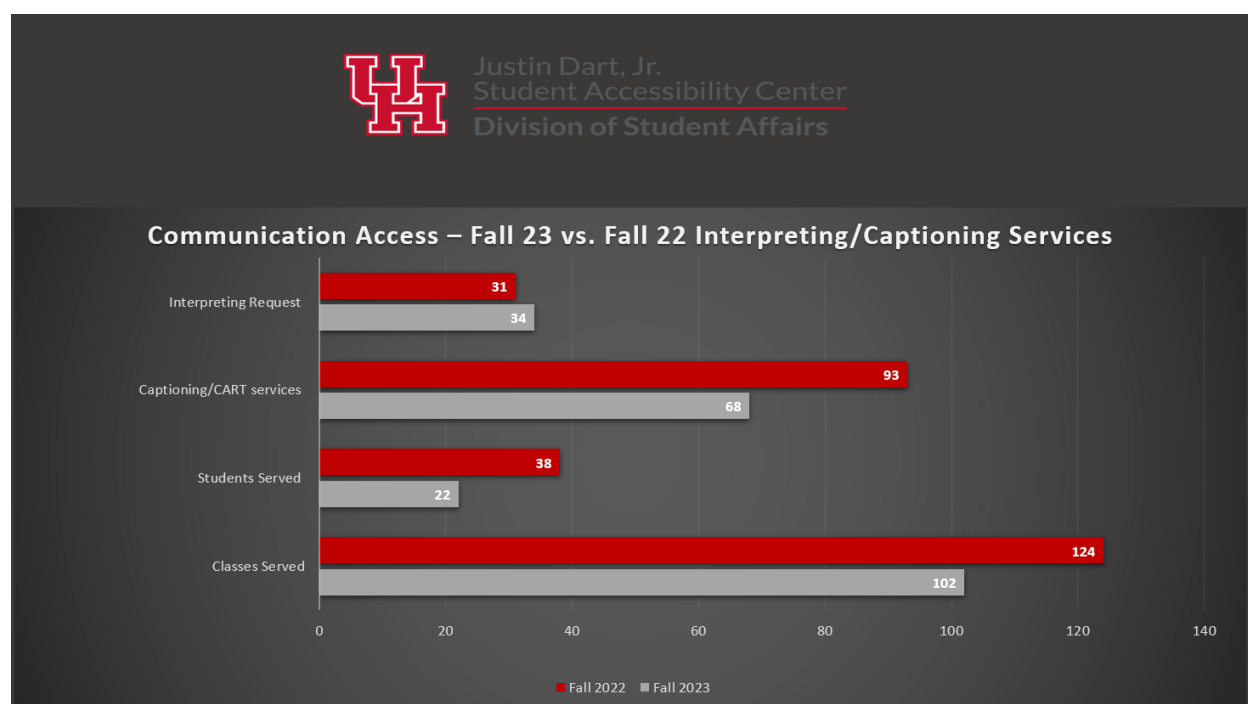- Services have been made more accessible to students and faculty.

Impact: Every Fall semester the Dart Center has seen increases in letters sent, classes served, students independently able to make request, and accommodation request to demonstrates our effort to improve effectiveness of ensuring students are getting the services they need. The AIM database has continued to show a valuable tool in tracking accurate data on our services provided. Furthermore, students in our data are showing their increased competency in using this technology to ensure access.

Justin Dart, Jr.
Student Accessibility Center
Division of Student Affairs

Fall 22 vs. Fall 23 Student Utilization Data

Number of accommodation letters sent	4630 / 4086 *Increase of +554
Number of classes served	2277 / 2131 *Increase of +146 more courses served
Request made by student	3522 / 2730 *Increase of +792 more request
Total accommmodation Request	4625 / 4086 *Increase of + 539

■ Fall 2023 ■ Fall 2022

Communication Access Services – Support services provided to students at the University of Houston who are Deaf or have hearing loss. These services extend to providing access through sign language interpreters and CART or Communication Access Real-time (captioning for courses).
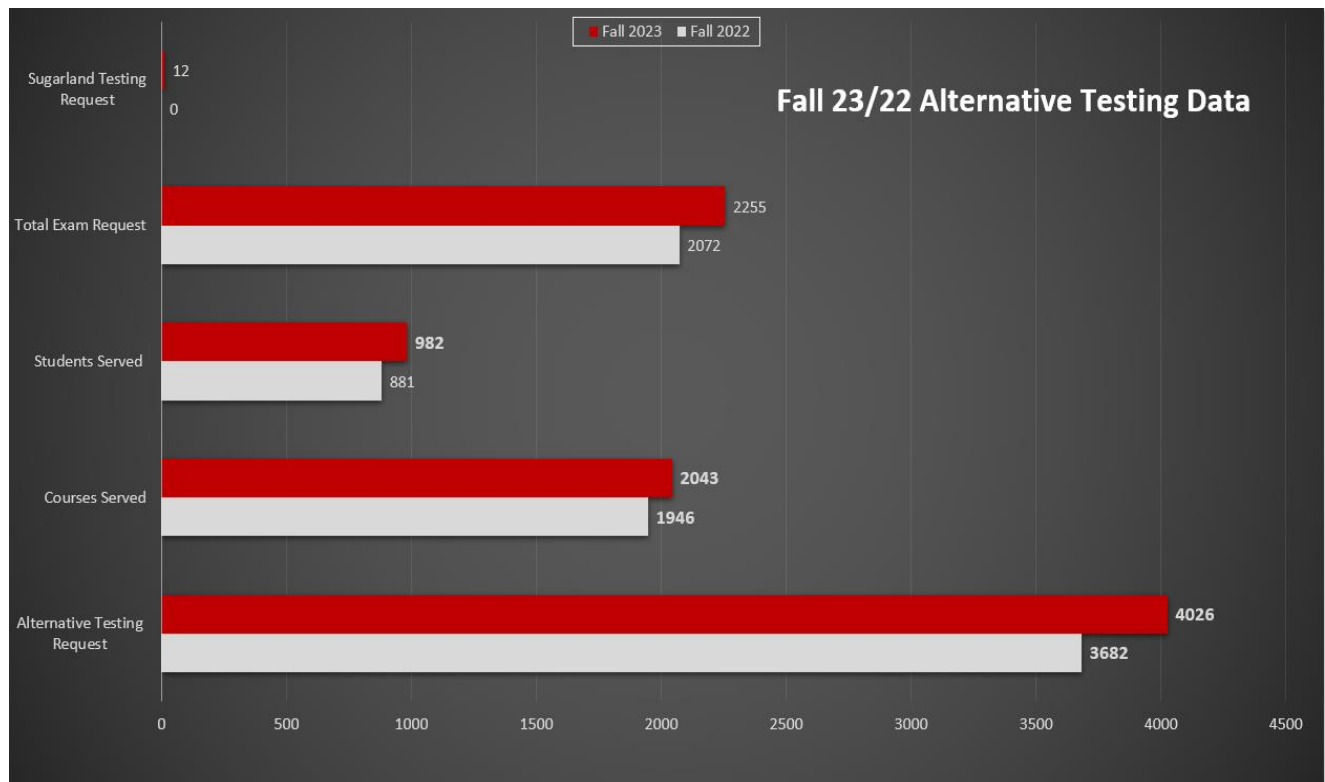
*Between this year and last fall of 22, there has been a slight increase in interpreting request and a slight decline in captioning request. We anticipate this could be a result of materials being more accessible or students graduating.

Impact: Communication Access ensures that students who are Deaf/hard of hearing have access to lecture content, media, and other events happening on campus. Without these critical services students would not be able to keep up or maintain a level playing field to demonstrate their knowledge of course materials.

Alternative Testing Data- The Dart Center helps to facilitate proctoring of exams and quizzes tied to all University related course for students with disabilities that are actively registered for various accommodations. Our services support all professional colleges and other colleges including the Sugarland and Katy instructional sites.

Services for students included: distraction reduced testing spaces, assistive technology support, alternative format, different testing platforms specific to each academic course, and adjustable furniture as needed.
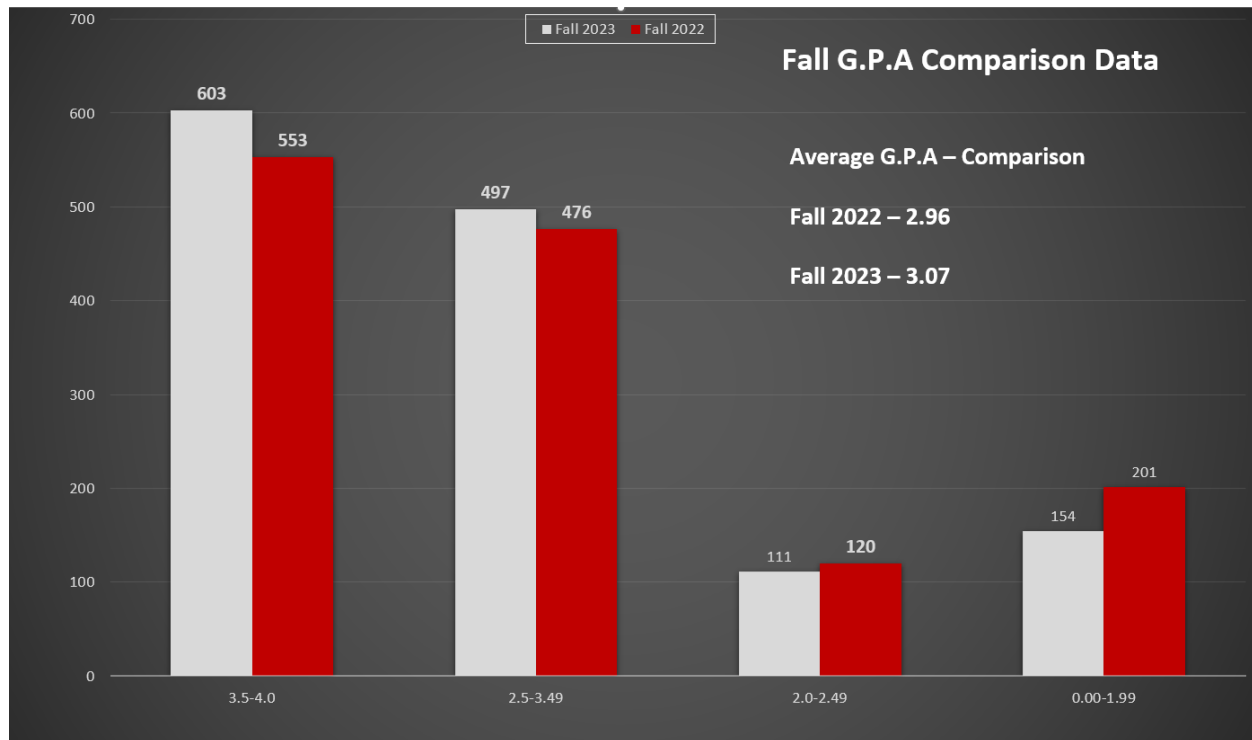
Fall 23/22 Alternative Testing Data

Category	Fall 2023	Fall 2022
Sugarland Testing Request	12	0
Total Exam Request	2255	2072
Students Served	982	881
Courses Served	2043	1946
Alternative Testing Request	4026	3682

Impact: The Dart Center has seen continued growth in alternative testing data that more students are utilizing this service including more faculty and courses being served. This shows that the Dart Centers collaborative efforts and work to establish trust amongst students and colleges is effective.

*Sugarland for the first time has seen growth from 0 to 12 exams being proctored by Dart staff.

Dart Center Student G.P.A Fall 2023 information in Comparison to Fall 2022 - Obtained from AIM database.

Impact: The numbers below showcase an improvement in students overall grade point average. In addition, the overall G.P.A from fall 22 of 2.96 has improved to 3.07 in Fall of 2023. While we cannot definitively say we were the primary factor in this, it does show we have played an important role in students performing better academically.
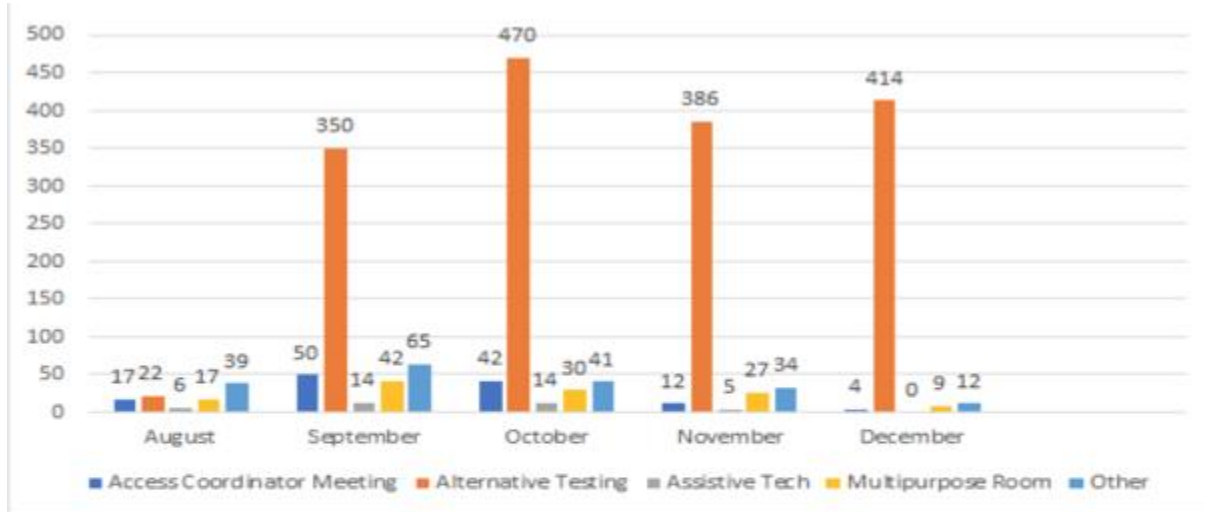
Fall G.P.A Comparison Data

Average G.P.A – Comparison

Fall 2022 – 2.96

Fall 2023 – 3.07

Front Desk Fall 2023 Check-Ins - Student Data

* The Dart Center recently implemented a check in system to better indicate data regarding service usage for each month. Every student visiting Dart will check in at our front area indicating what they are coming to Dart seeking.

Impact: The Data collected here shows the critical fluctuations in different service areas and helps the Dart Center look at peak times, giving our team a better picture of the support needed.

The Data also shows a continued positive data concerning the recently created multipurpose space created for students.

Fall 2023 front desk data -

	Access Coordinator Meeting	Alternative Testing	Assistive Tech	Multipurpose Room	Other
August	17	22	6	17	39
September	50	350	14	42	65
October	42	470	14	30	41
November	12	386	5	27	34
December	4	414	0	9	12

Sugarland/Katy Instructional Sites

Justin Dart, Jr.
Student Accessibility Center
Division of Student Affairs

Improvements made for campus

- Enhanced support for faculty
- Dedicated space for testing
- Access to Assistive Technology
- Accessible furniture
- IT support
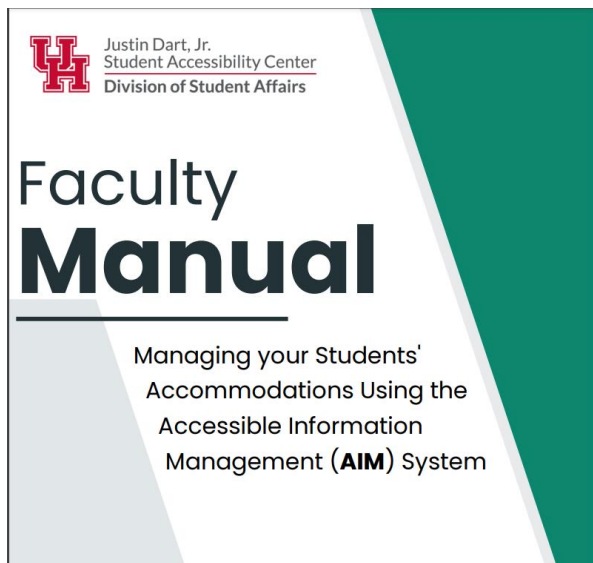
Recent Support & Development

- Staff toured Nursing simulation
- Katy/Sugarland visit – Dart Team
- November 23 –Dedicated a full-time staff to Sugarland, M-F, 8 to 5
- AMG 103 Reserved for Testing
- Proctored exams for the first-time supporting choice for students.
- Fall 22 – 0 request vs. Fall 23 -12 exams proctored

Impact: The Dart Center team starting in November of 2023 dedicated a full-time Access Coordinator to meet with students and proctor exams for the first time. A total of 12 exams were

supported for students. Assistive technology, adjustable furniture and Dart representative helped better support students and increase access.

New Faculty Manual launched in October of 2023 on new Dart Website - To help support Faculty in implementation of accommodations for students.

- Helps faculty navigate accommodation implementation and reduces time by having clear information that is easily accessible.
- Outlines and guides faculty in knowing how to support alternative testing/quizzes, completing testing agreements, uploading exams, alternative formats, note taking, and supporting Deaf/Hard of Hearing students.
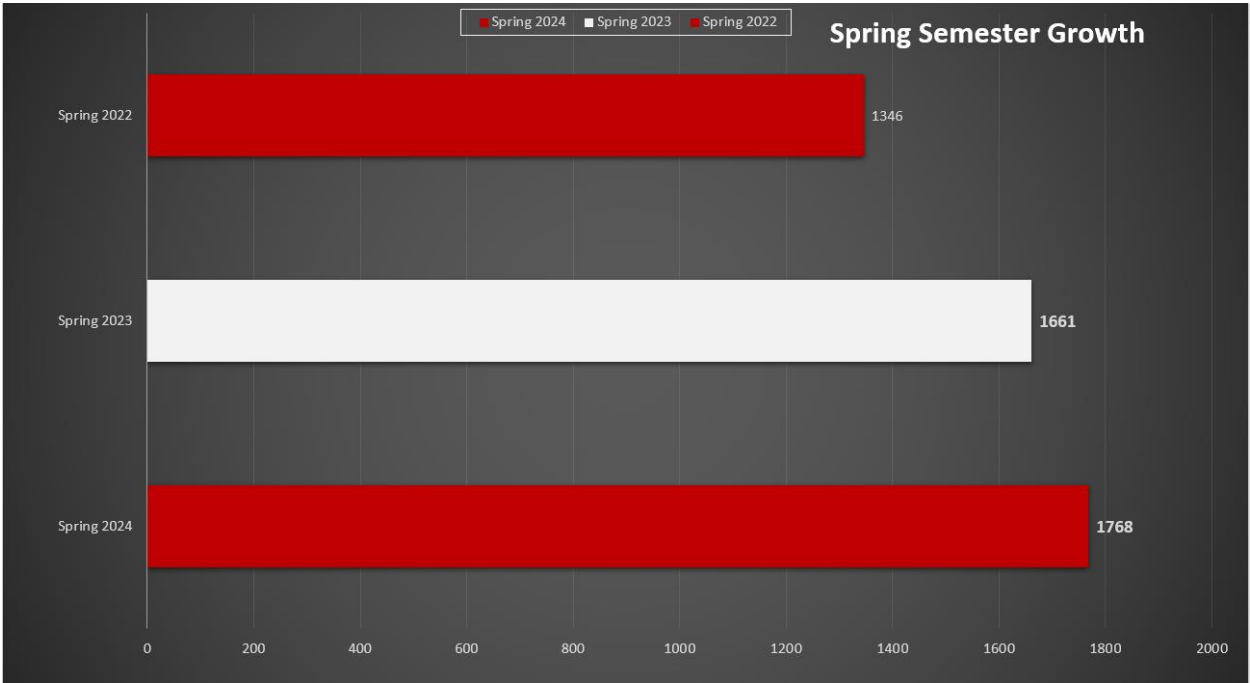

Please feel free to review (https://uh.edu/accessibility/resources/_files/aim-faculty-guide.pdf)

Fresh Check Day – 10/25/23 Dart Center Team Supported

- Worked a table helping students plant seeds of hope.
- Increased Mental Health Awareness resources.
- Helped to reduce stigma around mental health.
- Empower students with knowledge.
- Estimated more than 50 students stopped by our table.

Impact: This event helps our team connect with students and other departments to make sure they have all the resources they need to encourage great mental health. It was also an opportunity to build additional relationships with other DSA departments, colleges, and resources.

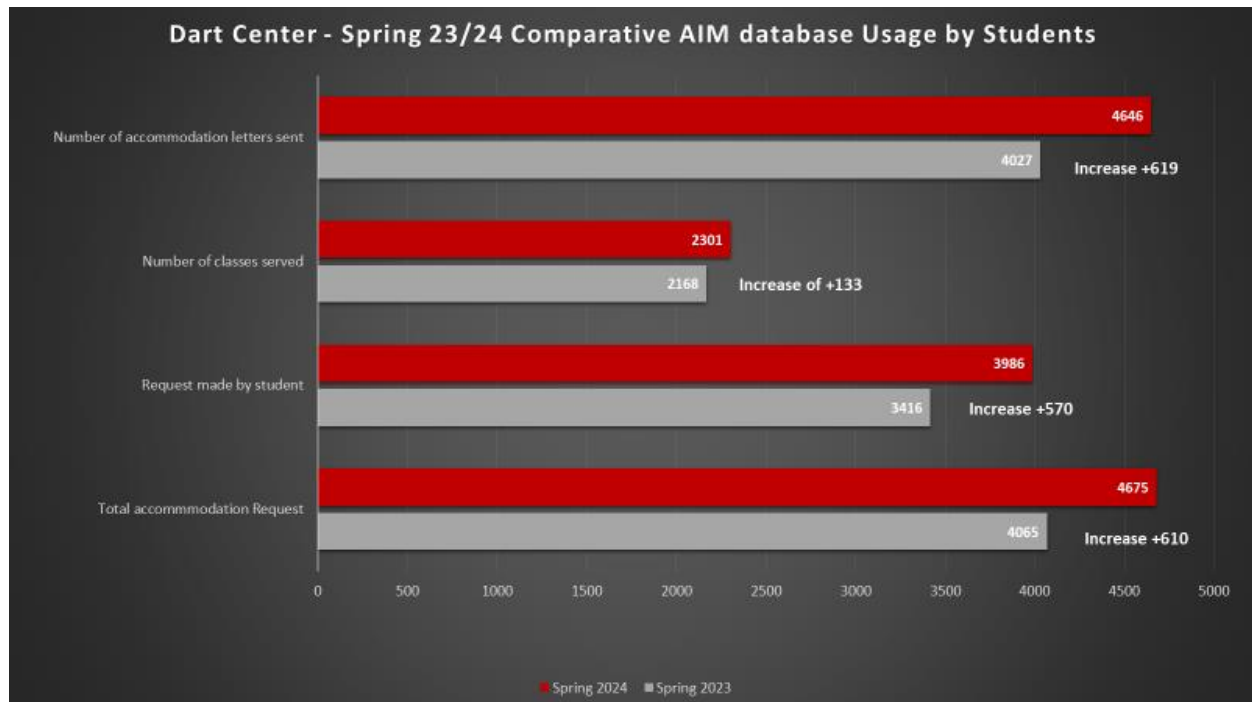**Total Students comparative data for the past 3 Spring semesters.**

Total Accommodation Request comparative data:

Dart Center Utilization Data - Spring 23/24 Comparative Data additional breakdown

Impact: Access Coordinators have done great work in registering students with disabilities, having access to accommodations and connecting them with needed information so they can utilize the AIM database system in the facilitation of their accommodation letters. The data below shows students using the system more effectively, serving more than 100 classes over the previous spring term, and more accommodation request being made.

Staff: Access Coordinators - help new and existing students register with the Dart Center, connect students with needed campus/community resources, ensure accommodation implementation, orient students to services, advocate, and act as a support until students graduate

Communication Access - Spring 23/24 comparative data

Impact: These services are in regard to sign language interpreters and captioning provided to students who are either Deaf or Hard of Hearing. The data below shows more mentorship, more classes being served, access request being requested by students for events, internships, and other UH related activities. These numbers in comparison to last spring show consistent utilization of our communication access services and, in some areas, increased usage/service.
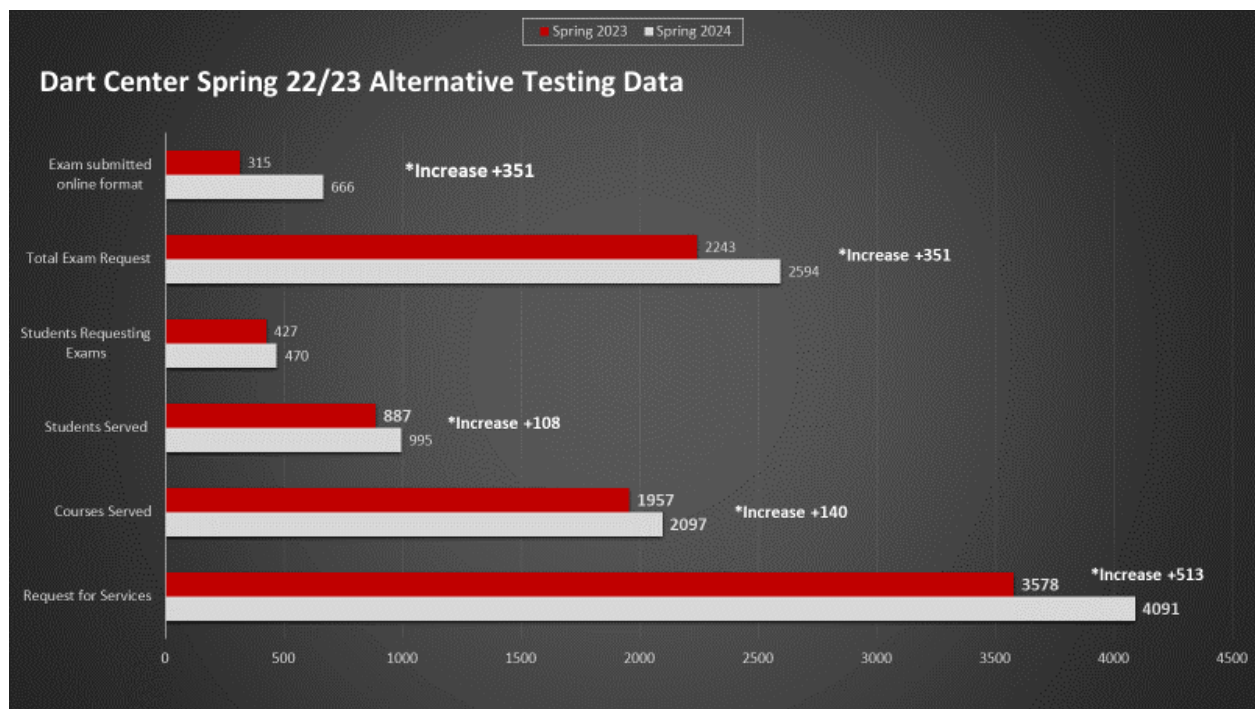
Staff: Sign language interpreters - provide sign language for Deaf students to have access to course lectures/other events. Captionist - serve students who are Hard of hearing, provide captioning for lectures and other media.

Dart Center - Alternative Testing Data (students needing distraction reduced testing spaces, accessible furniture, assistive technology, and other alternative format accommodation request.

Impact: These services allow students to put the focus on the exam itself instead of the disability related access barriers. The data below shows that the Alternative Testing Coordinator, Front Desk team, and Assistive Technology Coordinator by working together have seen an increase from the previous spring in courses being served, students being served, students requesting services or to use Dart for testing, and total exams requested. Additionally, the data shows a trend in faculty moving to an all-online format regarding testing.
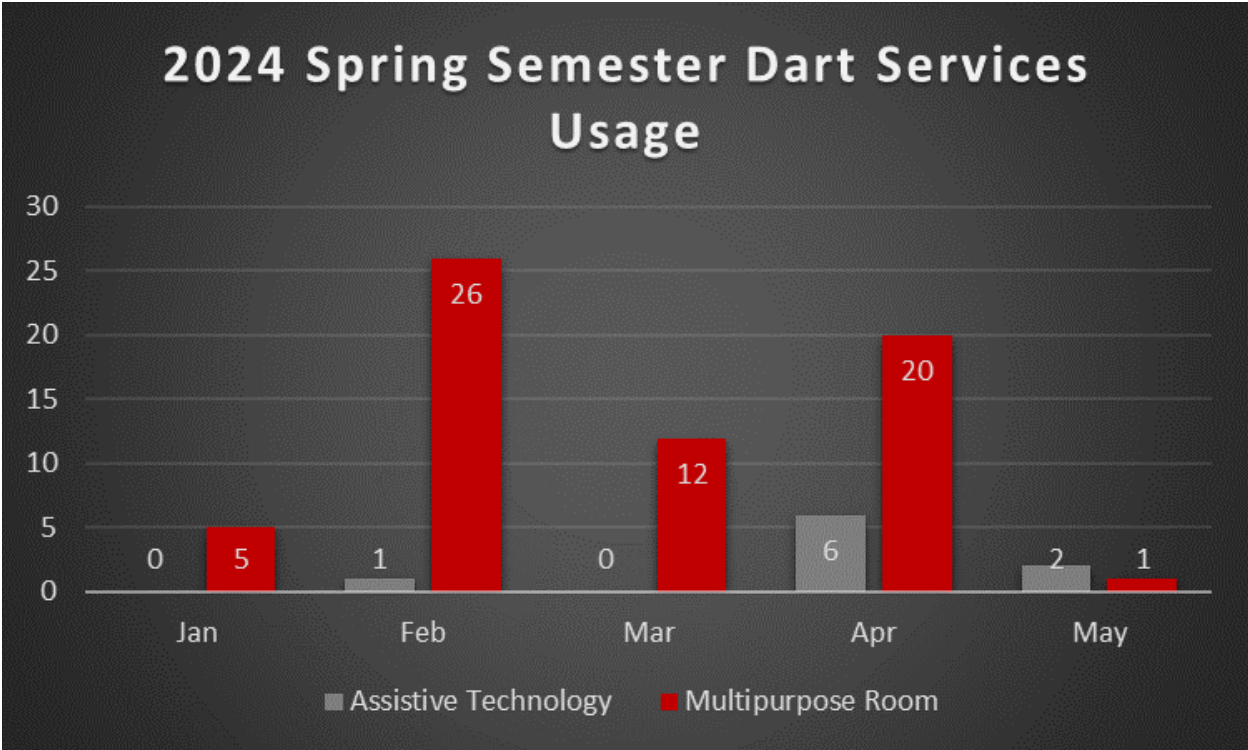
Staff:

Alternative Testing Coordinator, Secretary II, and Assistive Technology Coordinator.

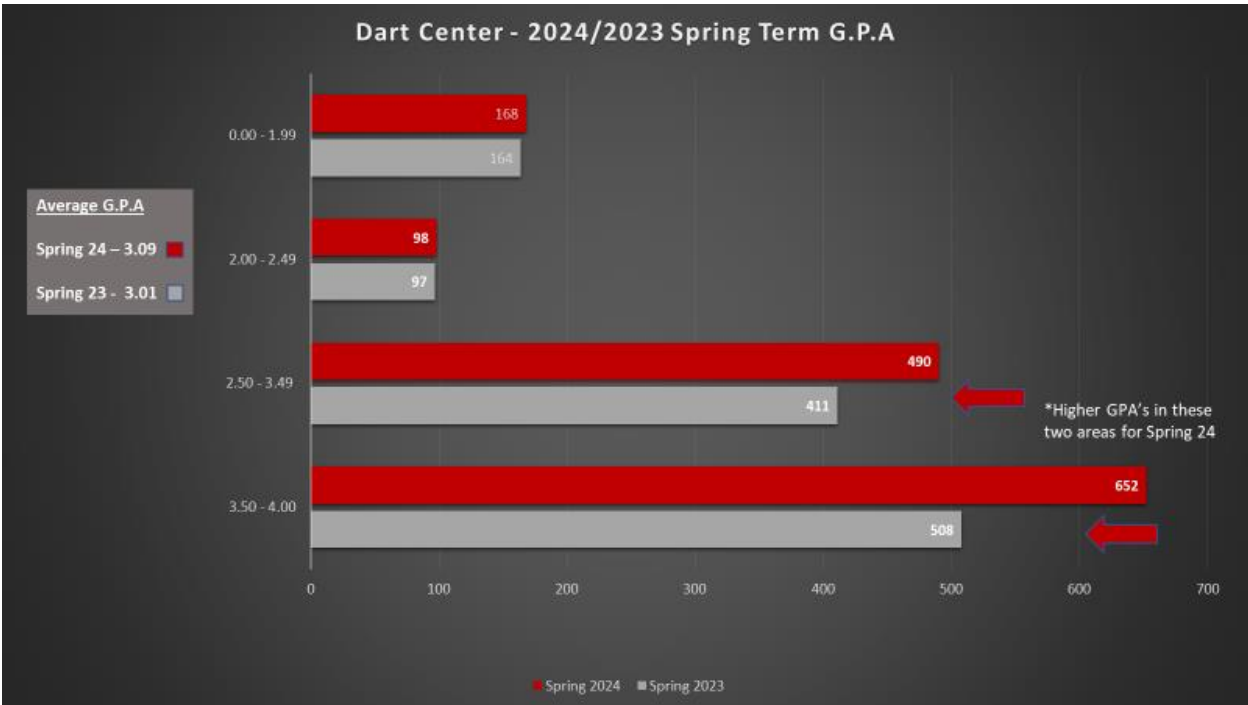**Assistive Technology and Multipurpose Space Utilization Data - Spring 2024**

Impact: Dart has seen a consistent usage by our students in using the multipurpose room for studying, printing, meeting other students, and preparing for exam. In addition, our team continues to offer Assistive technology training one on one in our AT lab helping students perform academically and have the tools necessary to find success.

Assistive Technology Coordinator - one on one trainings for learning new technology to gain access in courses, alternative formats, and other access challenges.

Dart Center - Overall Average G.P.A comparative data (compiled through AIM data base)

Impact: Through all the aforementioned data above the impact is below. Due to the collaborative work and support of all Dart Staff, students registered with our center have improved their academic performance.

The **2024 Beyond Barriers - Disability Employment Transition Symposium** held on April 11th was a collaborative effort by University Career Services, Cynthia Olmedo, and the Texas Workforce Commission/Vocational Rehabilitation Services. This event aimed to support high school and college students with disabilities by connecting them with employers, university disability services, and community resources.

Key Highlights:
- 198 students attended from 7 different ISDs.
- Participation from 7 businesses and 8 community resources.
- Enhanced student recruitment and retention through increased awareness of available resources.
- Encouraged employers to hire individuals with disabilities.
- Bridged gaps in community knowledge to help students achieve success.

This symposium played a crucial role in fostering connections and providing valuable information to students with disabilities.

3. **Please discuss any budget or organizational changes experienced since your last (FY2025) SFAC request, their impact on your programs, and your reason for implementing them. SFAC recognizes that some programs did not receive the funds that they requested, that some programs were impacted by additional expenses after the conclusion of the budget cycle, and that some programs may be ahead of or behind their self-generated income projections.**

With the increases in number of services being utilized and the number of students with disabilities increasing each semester, having enough staff to serve our students is critical. Without additional staffing and funding to keep up with the growth we have experienced, providing effective and efficient services is greatly impacted. Additionally, having enough funding to support various programming initiatives is key for us to ensure disability awareness and education continues to reach new parts of campus and people attending the University of Houston.

4. **Recognizing that the potential to generate additional Student Service Fee income for FY2025 base funding is extremely limited and recognizing that it is likely that some units will not be allocated the new base budget and/or one-time funds requested. Please provide a narrative of how your unit would accommodate a reduction of 5.0% in your total FY2025 base Student Service Fee budget request and provide a line-item explanation of where budgetary cuts would be made.**

If the Dart Center were to need to cut 5.0% in our total FY2025 budget, the total would be $6,260.00. Our reduction would come from our M&O from our 3049 H2016 10795 cost center.

5. What are the other possible sources of funding available to your unit and what efforts are being made to access them (e.g. grants, donations, etc.)? **If you receive funds from other sources, please briefly describe the source, purpose, and duration of the funding and report the amounts received in the appropriate rows/columns on the SFAC Spreadsheet.**

The Dart Center is a federally mandated service that makes what we provide even more critical as it helps ensure the University keeps in compliance. We continue to explore possible funding opportunities with university advancement. Most of this so far has resulted only in scholarships for students. Last year the Dart Center did create a one pager with University advancement to try and make our efforts more known to potential donors.

6. Please use the following file naming conventions when submitting your pdf files to the Dean of Students:

FY26Q_DepartmentName	Questionnaire
FY26AOT25a_DepartmentName	Add'l One time request - change "a" to "b", "c", etc for additional one-time requests
FY26WS_DepartmentName	Excel worksheet
FY26BA_DepartmentName	Base Augmentation request
FY26OTa_DepartmentName	One time request - change "a" to "b", "c", etc for multiple one-time requests
FY25PRES_DepartmentName	Presentation

NOTE: *The totality of your responses to these questions should give the members of the Committee a comprehensive understanding of the role and function of your unit(s). To the extent that your responses do not accomplish this, please revise them accordingly.*

Questionnaire completed by (please include name, title, email, and phone number):

Kyle Mutz
Director of the Justin Dart Jr. Student Accessibility Center
kjmutz@cougarnet.uh.edu
713-743-7366